Commonwealth of Kentucky
Cabinet for Health and Family Services

Information Technology (IT) Policies

070.203 Exceptions to Standards and Policies

Version 2.0
December 15, 2015

Revision History

Date	Version	Description	Author
3/1/2005	1.0	Effective Date	CHFS IT Policies Team Charter
12/15/2015	2.0	Revision Date	CHFS IT Policies Team Charter
12/15/2015	2.0	Review Date	CHFS IT Policies Team Charter

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070.203 Exceptions to Standards and Policies

Category: 070.000 Administration

1.1   Policy

The Standards, Policy, and Procedures (SPP) Committee must approve any deviation from CHFS Standards and Policy manuals.

Requests for exceptions to IT standards or policies must be sent via email to the CHFS IT Security Team CHFSSecurityTeam@ky.gov. This request must include a detailed justification and explain the business practice which would be affected by the exception.

Once the SPP committee, or designee, reviews the exceptions request, the requester will be notified of the decision.

The CHFS Security & Audit Section will maintain a log of all exceptions requested and granted.

NOTE: An exception request against an IT Standard may require an exception from Commonwealth Office of Technology (COT), if the request is not covered by an enterprise standard. If an exception request is required, the CHFS Security Officer will draft the request and justification for the exception and forward the exception request to the CHFS CIO or designee for approval. The exception request would then be forwarded to COT for consideration.

1.2   Scope

This policy applies to all CHFS employees and contractors, including all persons providing contractor services.

1.3   Policy/Procedure Maintenance Responsibility

The Office of Administrative and Technology Services (OATS) IT Security & Audit Section are responsible for the maintenance of this policy.

1.4   Exceptions

There are no exceptions to this policy.

1.5 Review Cycle

Annual

1.6 Cross Reference(s)

- None